



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appleton.org

Meeting Agenda - Final Finance Committee

Monday, April 25, 2022

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

3. Approval of minutes from previous meeting

[22-0554](#) April 11, 2022 and April 19, 2022 Finance Committee meetings minutes

Attachments: [MeetingMinutesApr 11-2022-12-03-38.pdf](#)

[MeetingMinutes Apr 19-2022-12-01-58.pdf](#)

4. **Public Hearings/Appearances**

5. **Action Items**

[22-0550](#) Request to approve a resolution authorizing the City Mayor and City Clerk to execute the Principal Forgiven Financial Assistance Agreement that contains the terms and conditions of the Safe Drinking Water Loan Program and award of \$505,000 for the Project

Attachments: [DNR Resolution.pdf](#)

[22-0560](#) Request to approve the following 2022 Budget amendment:

Water Utility Fund

Lead Service Replacement	+\$255,000
Other Reimbursement Revenue	+\$505,000
Water Utility Fund Balance	+\$250,000

to allow for acceptance of the Principal Forgiveness Safe Drinking Water Loan and to increase funding for the contract to be issued to VanRite Plumbing to complete lead service replacements (2/3 vote of Council required)

Attachments: [Budget Adjustment Lead Service Line Replacement Memo.pdf](#)

[22-0551](#) Request to award Unit D-22 Sidewalk Construction to Al Dix Concrete, Inc in an amount not to exceed \$368,000

Attachments: [Award of Contract Unit D-22.pdf](#)

[22-0552](#) Request to award Unit E-22 Miscellaneous Concrete & Street Excavation Repairs to Al Dix Concrete, Inc in the amount of \$452,850 with a 2.2% contingency of \$10,000 for a project total not to exceed \$462,850

Attachments: [Award of Contract Unit E-22.pdf](#)

[22-0553](#) Request to award Unit Y-22 Lead/Galvanized Water Service Replacement to VanRite Plumbing, Inc in the amount of \$443,550 with a 12.7% contingency of \$56,450 for a project total not to exceed \$500,000

Attachments: [Award of Contract Unit Y-22.pdf](#)

[22-0555](#) CEA Review Committee minutes for April 11, 2022 meeting

Attachments: [CEA Review 11-Apr-2022-12-14-55.pdf](#)

[22-0557](#) Request to approve change to the Valley Transit Table of Organization (appears on the Human Resources/Information Technology Committee agenda as well)

Attachments: [Memo to Modify TO by adding a Safety and Compliance Specialist.pdf](#)

[22-0558](#) Request to approve Valley Transit Contract Amendment request by Lamers Bus Lines

[22-0559](#) Request to award the 2022 Ellen Kort Peace Park River Trail project contract to Triple P Inc d/b/a Peters Concrete Company in the amount of \$464,131 with a 10% contingency of \$46,413 for a project not to exceed \$510,544

Attachments: [Ellen Kort Peace Park Trail Project Finance Memo .pdf](#)

[22-0568](#) Elect Vice-Chair

[22-0571](#) Elect Tax Appeals Members

[22-0572](#) Elect CEA Board Member

6. Information Items

[22-0563](#) Green Tier Legacy Community (GTLC) Annual Report

Attachments: [2021 GTLC Annual Report.pdf](#)

[22-0565](#) Contract 75-21 was awarded to Norcon Corporation for \$207,717 with a contingency of \$20,000 for Sewer Cleaning and Televising. Payments issued to date total \$185,657.50. Request final payment of \$10,317.00

[22-0574](#) Set Meeting Date and Time

[22-0576](#) Designate Contact Person

7. Adjournment

Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.

Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.

For questions regarding this agenda, please contact Director Jeri Ohman at (920) 832-5742.



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appleton.org

Meeting Minutes Finance Committee

Monday, April 11, 2022

5:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

Meeting called to order at 5:30pm

2. Roll call of membership

Present: 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

3. Approval of minutes from previous meeting

[22-0460](#)

March 21, 2022 Finance Committee meeting minutes

Attachments: [MeetingMinutes Mar 21-2022-12-45-13.pdf](#)

Meltzer moved, seconded by Van Zeeland, that the Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

4. **Public Hearings/Appearances**

5. **Action Items**

[22-0461](#)

Request approval to award the Sole Source Purchase of Grit Classifier System #2 Rebuild Parts through Saveco North America Inc in the amount of \$37,936

Attachments: [Grit Classifier Rebuild Work.pdf](#)

Reed moved, seconded by Meltzer, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

[22-0463](#)

Request to award the Wastewater Treatment Plant Sludge Thickening Building fire alarm system alterations contract to Faith Technologies in the amount of \$28,160 along with the following 2022 Budget adjustment:

Wastewater Sludge Thickening Bldg Fire Alarm CIP proj	+\$28,160
Wastewater Utility Belt Filter project	- \$28,160

to transfer available funds from the Wastewater Utility Belt Filter project to the new Wastewater Sludge Thickening Building Fire Alarm modification CIP project

Attachments: [2022 AWWTP Fire Alarm System Alterations.pdf](#)

Meltzer moved, seconded by Reed, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

[22-0464](#)

Request to approve the following 2022 Budget amendments:

Water

Distribution Operations and Maintenance	+\$43,850
Distribution Capital Improvements	- \$43,850

Wastewater

Collection Systems	+\$40,000
Public Works Capital Improvements	- \$40,000

Stormwater

Facility Maintenance	+\$90,000
Capital Construction	- \$90,000

General Fund

Street Repair	+\$15,000
Sidewalk Construction	- \$15,000

to reclassify capital budget funds to operations budgets for miscellaneous concrete and street repair costs (2/3 vote of Council required)

Firkus moved, seconded by Meltzer, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

[22-0465](#)

Request to award Unit J-22 Mini Storm Sewer Construction to Alfson Excavating, LLC in an amount not to exceed \$200,000

Attachments: [Award of Contract Unit J-22.pdf](#)

Reed moved, seconded by Firkus, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

[22-0466](#)

Request to award Unit X-22 Sewer & Water Main Reconstruction No. 2 to Kruczek Construction, Inc in the amount of \$877,778 with a 7.5% contingency of \$65,833 for a project total not to exceed \$943,611

Attachments: [Award of Contract Unit X-22.pdf](#)

Meltzer moved, seconded by Van Zeeland, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

[22-0468](#)

Request to approve Contract Amendment / Change Order No. 1 to contract 11-22, Unit W-22 Sewer and Water Reconstruction No. 1 for the addition of ARPA funding to facilitate removal and replacement of public-side lead water services encountered during water main reconstruction in the amount of \$20,000 resulting in no change to contract contingency. Overall contract increases from \$1,469,167 to \$1,489,167

Attachments: [Unit W-22 Change Order No. 1.pdf](#)

Reed moved, seconded by Meltzer, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland

6. Information Items

[22-0469](#)

The following 2022 Budget adjustments were approved by the Mayor and Finance Director in accordance with Policy:

General Fund - Library

Reimbursements - Friends of the Library	+\$ 5,000
Administration Expenses	+\$ 5,000

to record funds received from the Friends of the Appleton Public Library

General Fund - Library

Reimbursements - OWLS	+\$24,560
Materials Management Materials & Supplies	+\$21,060
Administration Travel/Training	+\$ 3,500

to record expense reimbursement from OWLS

This budget adjustment was presented

[22-0471](#)

Change Order #2 to Staab Construction for the DAF Conversion to Receiving Tank Project in the amount of \$2,436 for the replacement of stainless steel tank fixtures and piping resulting in a decrease of contingency from \$15,551 to \$13,115

Attachments: [Change Order 2 DAF to Receiving Station 03-30-22.pdf](#)

This change order was presented

7. Adjournment

Reed moved, seconded by Van Zeeland, that the meeting be adjourned. Roll Call. Motion carried by the following vote:

Aye: 5 - Meltzer, Reed, Siebers, Firkus and Van Zeeland



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appleton.org

Meeting Minutes Finance Committee

Tuesday, April 19, 2022

4:30 PM

Council Chambers, 6th Floor

SPECIAL

1. Call meeting to order

Meeting called to order at 4:30pm

2. Roll call of membership

Present: 3 - Meltzer, Siebers and Firkus

Excused: 1 - Van Zeeland

4. **Public Hearings/Apearances**

5. **Action Items**

[22-0485](#)

Request to approve the following 2022 Budget amendment:

CEA Replacement Fund

Debt Proceeds	+\$345,000
CEA Replacement	+\$410,800
Vehicles	+\$755,800

To purchase a PUC Engine using debt proceeds and available CEA replacement funds (2/3 vote of Council required)

Attachments: [2022 Fire Truck Purchase.pdf](#)

[04-06-22_Sole_Source_Engine.pdf](#)

Firkus moved, seconded by Meltzer, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 4 - Meltzer, Reed, Siebers and Firkus

Excused: 1 - Van Zeeland

6. **Information Items**

None

7. Adjournment

**Meltzer moved, seconded by Firkus, that the meeting be adjourned. Roll Call.
Motion carried by the following vote:**

Aye: 4 - Meltzer, Reed, Siebers and Firkus

Excused: 1 - Van Zeeland

RESOLUTION NO. 2022-03

**Authorizing Execution of the
Department of Natural Resources
Principal Forgiven Financial Assistance Agreement**

TO THE CITY OF APPLETON COMMON COUNCIL

WHEREAS, the City of Appleton (the "Municipality") wishes to undertake a project to replace private lead service lines at residences, pre-K-12 schools, and licensed and/or certified daycare centers, identified as DNR No. 4755-04 (the "Project");

WHEREAS, the Municipality has applied to the Safe Drinking Water Loan Program (the "SDWLP") for financial assistance in the form of a loan made by the SDWLP to the Municipality of which all the principal will be forgiven at the time that loan disbursements are made to the Municipality, pursuant to the DNR Financial Assistance Agreement;

WHEREAS, the SDWLP has determined that it can provide a loan with principal forgiveness in an amount up to \$505,000 that it has identified as being eligible for SDWLP funding;

NOW THEREFORE, the following resolution is presented by the City of Appleton to the City of Appleton Common Council.

RESOLVED, the City Mayor Jacob A. Woodford and City Clerk Kami Lynch are authorized by and on behalf of the Municipality to execute the Principal Forgiven Financial Assistance Agreement that contains the terms and conditions of the SDWLP award for the Project.

FURTHER RESOLVED, the Principal Forgiven Financial Assistance Agreement is incorporated herein by this reference.

FINALLY RESOLVED, the City Clerk be directed to forward a copy of the signed Resolution to the Department of Natural Resources.

Effective Date: _____, 2022.

Submitted By: City of Appleton

Signed: _____
Jake Woodford, Mayor

Kami Lynch, City Clerk



"...meeting community needs...enhancing quality of life."

Finance Department
100 N. Appleton Street
Appleton, WI 54912
920-832-6442

TO: Chairperson Brad Firkus and Members of the Finance Committee

FROM: Kelli Rindt, Enterprise Fund Accounting Manager

DATE: April 21, 2022

RE: *Approve 2022 budget amendment to the Water Utility Fund:*
+\$255,000 for Lead Service Private Side Replacement
+\$505,000 Other reimbursement revenue
+\$250,000 Fund Balance

As part of the 2022 Budget process \$250,000 was included in the Water Budget for costs related to lead service line replacement. The Water Division of the Public Works Department has secured a Principal Forgiveness Loan from the Safe Drinking Water Loan Program (SDWLP) in the amount of \$505,000 to cover costs related to private side lead service replacements.

This budget amendment is being requested to increase the budget to allow for the issuance of the contract to VanRite Plumbing to complete the private side lead replacements from the initial planned budget of \$250,000 and to record the revenue to be received from the principal forgiveness (SDWLP) loan that will be used to cover the costs of the private side lead replacements from the contract.

Please contact me if have any questions regarding this budget amendment.

CITY OF APPLETON
Department of Public Works
MEMORANDUM

TO: **Finance Committee**
 Municipal Services Committee
 Utilities Committee

SUBJECT: Award of Contract

The Department of Public Works recommends that the following described work:

Unit D-22 Sidewalk Construction

Be awarded to:

Name: Al Dix Concrete, Inc.
Address: 401 Gertrude Street
Kaukauna, WI 54130

In the amount of : _____

With a _____ % contingency of : _____

For a project total not to exceed : _____

**** OR ****

In an amount Not To Exceed : \$368,000.00

Budget: \$368,000.00
Estimate: \$355,000.00
Committee Date: 04/25/22
Council Date: 05/04/22

Bid Tabulation**D-22 Sidewalk Construction**

04/11/2022 01:45 PM CDT

Bid Item	Item Description	Quantity	Unit	Al Dix Concrete Inc	
				Unit Price	Item Total
1	Furnish & Install 4" Sidewalk	35,000	sq. ft.	\$5.00	\$175,000.00
2	Furnish & Install 5" Sidewalk	8,500	sq. ft.	\$5.50	\$46,750.00
3	Furnish & Install 5" Driveway Apron	700	sq. ft.	\$5.50	\$3,850.00
4	Furnish & Install 5" Private Driveway	150	sq. ft.	\$5.50	\$825.00
5	Furnish & Install 7" Sidewalk	700	sq. ft.	\$6.50	\$4,550.00
6	Furnish & Install 7" Handicap Ramp	1,400	sq. ft.	\$6.50	\$9,100.00
7	Furnish & Install 7" Driveway Apron	350	sq. ft.	\$6.50	\$2,275.00
8	Furnish & Install 8" Sidewalk	75	sq. ft.	\$7.00	\$525.00
9	Furnish & Install 8" Driveway Apron	100	sq. ft.	\$7.00	\$700.00
10	Text Imprint (Poem Stamping)	25	each	\$150.00	\$3,750.00
11	Furnish & Install 3" Sidewalk at Vaults	120	sq. ft.	\$15.00	\$1,800.00
12	Furnish & Install 4" Sidewalk at Vaults	120	sq. ft.	\$15.00	\$1,800.00
13	Furnish & Install 6" Sidewalk at Vaults	120	sq. ft.	\$15.00	\$1,800.00
14	Furnish & Install 3" Colored & Stamped Sidewalk at Vaults	120	sq. ft.	\$20.00	\$2,400.00
15	Furnish & Install 4" Colored & Stamped Sidewalk at Vaults	120	sq. ft.	\$20.00	\$2,400.00
16	Furnish & Install 6" Colored & Stamped Sidewalk at Vaults	120	sq. ft.	\$20.00	\$2,400.00
17	Furnish & Install 4" Picture Frame Sidewalk	250	sq. ft.	\$10.00	\$2,500.00
18	Furnish & Install 7" Picture Frame Sidewalk	175	sq. ft.	\$11.00	\$1,925.00
19	Furnish & Install 5" Colored & Stamped Sidewalk	125	sq. ft.	\$25.00	\$3,125.00
20	Furnish & Install 7" Colored Concrete Handicap Ramp	100	sq. ft.	\$15.00	\$1,500.00
21	Furnish & Install 7" Plain Concrete Pavement	40	sq. yds.	\$64.00	\$2,560.00
22	Furnish & Install 8" Plain Concrete Pavement	40	sq. yds.	\$66.00	\$2,640.00
23	Furnish & Install 30" Concrete Curb & Gutter	100	lin.ft.	\$39.00	\$3,900.00
24	Furnish & Install Special Curb	125	lin. ft.	\$30.00	\$3,750.00
25	High Early Concrete - 3 Day	40	cu. yds.	\$20.00	\$800.00
26	High Early Concrete - 1 Day	60	cu. yds.	\$22.00	\$1,320.00
27	Full Depth Sawcut	300	lin. ft.	\$3.00	\$900.00
28	Concrete Pavement Removal	60	sq. yds.	\$7.00	\$420.00
29	Curb & Gutter Removal	150	lin.ft.	\$5.00	\$750.00
30	Private Concrete/Asphalt Drive Removal	150	sq. ft.	\$1.50	\$225.00
31	Concrete/Asphalt Driveway Apron Removal	550	sq. ft.	\$2.00	\$1,100.00
32	Concrete/Asphalt Handicap Removal	1,200	sq. ft.	\$2.00	\$2,400.00
33	Concrete/Asphalt Sidewalk Removal	36,500	sq. ft.	\$2.00	\$73,000.00
34	Furnish & Install Gravel Fill	100	tons	\$18.00	\$1,800.00
35	Furnish & Install No. 4 Reinforcing Rods	150	lin. ft.	\$2.00	\$300.00
36	Furnish & Install Drill-In Tie Bars	50	each	\$8.00	\$400.00
37	Furnish & Install 3" Asphalt Pavement/Private Driveway	400	sq. ft.	\$8.00	\$3,200.00
38	Furnish & Install 6" Asphalt Pavement	250	sq. ft.	\$8.50	\$2,125.00
39	Adjust Sanitary Manhole Top	2	each	\$300.00	\$600.00
40	Adjust Storm Manhole Top	2	each	\$300.00	\$600.00
41	Adjust Inlet Tops	2	each	\$300.00	\$600.00
42	Furnish & Install 15' of 3" PVC	4	each	\$180.00	\$720.00
43	Furnish & Install Truncated Domes	300	sq. ft.	\$32.00	\$9,600.00
44	F&I Erosion Cont. Revegetative Mat, Class I, Type A Urban	600	sq. yds.	\$7.00	\$4,200.00
45	Furnish & Install & Remove Type D-M Inlet Protection	3	each	\$75.00	\$225.00
46	Furnish & Install & Remove Curlex Sediment Log	20	lin. Ft.	\$15.00	\$300.00
47	Furnish & Install Terrace Restoration E. South River Street (excavation, regrading, topsoil, seed, and fertilizer)	420	sq. yds.	\$25.00	\$10,500.00
48	Furnish & Install Tree Removal E. South River Street (complete removal including stump and roots)	5	each	\$4,800.00	\$24,000.00
49	Furnish & Install Traffic Control	1	lump sum	\$3,000.00	\$3,000.00

Base Bid Total:**\$424,910.00**

CITY OF APPLETON
Department of Public Works
MEMORANDUM

TO: **Finance Committee**
 Municipal Services Committee
 Utilities Committee

SUBJECT: Award of Contract

The Department of Public Works recommends that the following described work:
Unit E-22 Misc Concrete & Street Excavation Repairs

Be awarded to:

Name: Al Dix Concrete Inc
Address: 401 Gertrude St
Kaukauna, WI 54130

In the amount of : \$452,850.00
With a 2.2% contingency of : \$10,000.00
For a project total not to exceed : \$462,850.00

**** OR ****

In an amount Not To Exceed : _____

Budget: \$462,850.00
Estimate: \$472,850.00
Committee Date: 04/25/22
Council Date: 05/04/22

Bid Tabulation

E-22 Misc Concrete & Street Excavation Repairs

04/18/2022 01:45 PM CDT

Bid Item	Item Description	Quantity	Unit	Al Dix Concrete Inc	
				Unit Price	Item Total
1	Furnish & Install High Early Concrete, 1 Day	20	cu.yds.	\$25.00	\$500.00
2	Furnish & Install High Early Concrete, 3 Day	300	cu.yds.	\$22.00	\$6,600.00
3	Furnish & Install 9" Plain Concrete Pavement	50	sq.yds.	\$100.00	\$5,000.00
4	Furnish & Install 8" Plain Concrete Pavement	1550	sq.yds.	\$77.00	\$119,350.00
5	Furnish & Install 7" Plain Concrete Pavement	2300	sq.yds.	\$72.00	\$165,600.00
6	Furnish & Install 3" Asphalt Pavement	100	sq.yds.	\$80.00	\$8,000.00
7	Unclassified Excavation	50	cu.yds.	\$20.00	\$1,000.00
8	Furnish & Install Stone Base	550	ton	\$17.00	\$9,350.00
9	Furnish & Place Aggregate Slurry	10	cu.yds.	\$100.00	\$1,000.00
10	Furnish & Install 18" Curb & Gutter	100	lin.ft.	\$45.00	\$4,500.00
11	Furnish & Install Curb Head (12")	200	lin.ft.	\$30.00	\$6,000.00
12	Furnish & Install 30" Curb & Gutter	250	lin.ft.	\$45.00	\$11,250.00
13	Furnish & Install Special Curb	50	lin.ft.	\$45.00	\$2,250.00
14	Furnish & Install 8" Driveway Apron	150	sq.ft.	\$6.25	\$937.50
15	Furnish & Install 7" Driveway Apron	500	sq.ft.	\$6.15	\$3,075.00
16	Furnish & Install 5" Driveway Apron	5000	sq.ft.	\$6.00	\$30,000.00
17	Furnish & Install 8" Concrete Sidewalk	100	sq.ft.	\$6.25	\$625.00
18	Furnish & Install 7" Concrete Sidewalk	500	sq.ft.	\$6.15	\$3,075.00
19	Furnish & Install 5" Concrete Sidewalk	2000	sq.ft.	\$6.00	\$12,000.00
20	Furnish & Install 4" Concrete Sidewalk	5000	sq.ft.	\$5.75	\$28,750.00
21	Furnish & Install 7" Handicap Ramp	1600	sq.ft.	\$6.15	\$9,840.00
22	Furnish & Install Truncated Dome	250	sq.ft.	\$35.00	\$8,750.00
23	Concrete Pavement Removal	4500	sq.yd.	\$4.00	\$18,000.00
24	Asphalt Pavement Removal	150	sq.yd.	\$4.00	\$600.00
25	Curb & Gutter Removal	275	lin.ft.	\$5.00	\$1,375.00
26	Curb Removal	625	lin.ft.	\$5.00	\$3,125.00
27	Asphalt/Concrete Driveway Apron Removal	5600	sq.ft.	\$2.00	\$11,200.00
28	Asphalt/Concrete Handicap Ramp Removal	1600	sq.ft.	\$2.00	\$3,200.00
29	Asphalt/Concrete Sidewalk Removal	7600	sq.ft.	\$2.00	\$15,200.00
30	Full Depth Sawcut	8500	lin.ft.	\$4.00	\$34,000.00
31	Furnish & Install Drilled-In Tie Bars - #4x12"	50	ea.	\$8.00	\$400.00
32	Furnish & Install Reinforcing Rod #4's	50	lin.ft.	\$2.00	\$100.00
33	Furnish & Install Drilled-In Tie Bars - #6x12"	3500	ea.	\$10.00	\$35,000.00
34	Furnish & Install Smooth Dowels - #8x18"	200	ea.	\$14.00	\$2,800.00
35	Furnish & Install Dowel Basket Assembly	40	lin.ft.	\$20.00	\$800.00
36	Furnish Terrace Restoration	50	sq.yds.	\$10.00	\$500.00
37	Adjust Storm maintenance hole Casting	4	ea.	\$650.00	\$2,600.00
38	Adjust Storm Inlet Casting	5	ea.	\$650.00	\$3,250.00
39	Adjust Sanitary MH Casting	4	ea.	\$650.00	\$2,600.00
40	Furnish & Install Storm maintenance hole Casting	1	ea.	\$700.00	\$700.00
41	Furnish & Install "C" Inlet Casting	5	ea.	\$950.00	\$4,750.00
42	Furnish & Install "E" Inlet Casting	5	ea.	\$950.00	\$4,750.00
43	Furnish & Install Sanitary maintenance hole Casting	2	ea.	\$700.00	\$1,400.00
44	Rebuild Inlet	10	ea.	\$3,000.00	\$30,000.00
45	Furnish & Install 10", 12" Inlet Lead	30	lin.ft.	\$100.00	\$3,000.00
46	Furnish & Install Type "D-HR" Inlet Protection	20	ea.	\$100.00	\$2,000.00
47	Furnish & Maintain Traffic Controls for Arterial/Collector Work in Travel Lane (pp.25 TTC)	4	ea.	\$1,000.00	\$4,000.00
48	Furnish & Maintain Traffic Controls for Arterial/Collector Half Road Closure (PP.26 TTC)	6	ea.	\$1,200.00	\$7,200.00
49	Furnish Traffic Control for Detour of Arterial/Collector (pp.29 TTC)	4	ea.	\$2,300.00	\$9,200.00
50	Furnish & Maintain Message Board	40	day	\$120.00	\$4,800.00

Base Bid Total:

\$644,002.50

CITY OF APPLETON
Department of Public Works
MEMORANDUM

TO: **Finance Committee**
 Municipal Services Committee
 Utilities Committee

SUBJECT: Award of Contract

The Department of Public Works recommends that the following described work:
Unit Y-22 Lead/Galvanized Water Service Replacement

Be awarded to:

Name: VanRite Plumbing, Inc.
Address: 2229 County Road QQ
Green Bay, WI 54311

In the amount of : \$443,550.00
With a 12.7 % contingency of : \$56,450.00
For a project total not to exceed : \$500,000.00

**** OR ****

In an amount Not To Exceed : _____

Budget: \$500,000.00
Estimate: \$500,000.00
Committee Date: 04/25/22
Council Date: 05/04/22

Bid Tabulation

Y-22 Lead/Galvanized Water Service Replacement

04/18/2022 01:45 PM CDT

Bid Item	Item Description	Quantity	Unit	Van Rite Plumbing Inc.		M & E Construction LLC		Scott Lamers Costuction LLC	
				Unit Price	Item Total	Unit Price	Item Total	Unit Price	Item Total
1	Pre-construction Interior Inspection / Coordination with Property Owner	110	each	\$250.00	\$27,500.00	\$150.00	\$16,500.00	\$50.00	\$5,500.00
2	1" Water Service Replacement (Trenchless)	3300	lin. ft.	\$5.00	\$16,500.00	\$5.00	\$16,500.00	\$2.00	\$6,600.00
3	1-1/2" Water Service Replacement (Trenchless)	200	lin. ft.	\$10.00	\$2,000.00	\$6.00	\$1,200.00	\$3.00	\$600.00
4	Service Connection (Interior - at meter)	110	each	\$350.00	\$38,500.00	\$350.00	\$38,500.00	\$1,660.00	\$182,600.00
5	Service Connection (At curb stop, including new curb box and stem)	110	each	\$2,500.00	\$275,000.00	\$2,800.00	\$308,000.00	\$1,660.00	\$182,600.00
6	Re-ground Building Electrical Service	110	each	\$500.00	\$55,000.00	\$400.00	\$44,000.00	\$550.00	\$60,500.00
7	Reinstall Water Meter to Horizontal Orientation	25	each	\$400.00	\$10,000.00	\$150.00	\$3,750.00	\$150.00	\$3,750.00
8	Type "D" Inlet Protection	30	each	\$10.00	\$300.00	\$100.00	\$3,000.00	\$50.00	\$1,500.00
9	Remove and Replace 4" Concrete Sidewalk	500	sq. ft.	\$12.50	\$6,250.00	\$13.50	\$6,750.00	\$10.00	\$5,000.00
10	Remove and Replace 5" Concrete Sidewalk / Driveway Apron	500	sq. ft.	\$13.50	\$6,750.00	\$14.50	\$7,250.00	\$11.00	\$5,500.00
11	Temporary Traffic Control	1	lump sum	\$3,500.00	\$3,500.00	\$5,000.00	\$5,000.00	\$7,000.00	\$7,000.00
12	Aggregate Slurry Backfill	25	cu. yd.	\$90.00	\$2,250.00	\$110.00	\$2,750.00	\$100.00	\$2,500.00

Base Bid Total:

\$443,550.00

\$453,200.00

\$463,650.00



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appleton.org

Meeting Minutes CEA Review Committee

Monday, April 11, 2022

3:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

2. Roll call of membership

Present: 3 - Van Zeeland, Ohman and Vandehey

Excused: 1 - Doran

3. Approval of minutes from previous meeting

[22-0459](#)

Minutes from August 23, 2021

Attachments: [Minutes from August 23, 2021.pdf](#)

Vandehey moved, seconded by Ohman, that the Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 3 - Van Zeeland, Vandehey and Ohman

Excused: 1 - Doran

4. Public Hearings/Appearances

5. Action Items

[22-0467](#)

Request to downgrade landscape truck #438 and upgrade chipper #443 when they are replaced in 2023.

Attachments: [Landscape Truck #438-Chipper #443.pdf](#)

Vandehey moved, seconded by Ohman, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 3 - Van Zeeland, Vandehey and Ohman

Excused: 1 - Doran

[22-0476](#)

Approve 2022 Seasonal Vehicles.

Attachments: [2022 Seasonal Vehicles.pdf](#)

Vandehey moved, seconded by Ohman, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 3 - Van Zeeland, Vandehey and Ohman

Excused: 1 - Doran

[22-0470](#)

Request to upgrade DPW Traffic sedan #492 to an HEV when it is replaced in 2023.

Attachments: [DPW Traffic sedan #492.pdf](#)

Vandehey moved, seconded by Ohman, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 3 - Van Zeeland, Vandehey and Ohman

Excused: 1 - Doran

[22-0472](#)

Request to purchase Fire Truck via Sole Source and order prior to May 1, 2022.

Attachments: [Purchase Fire Truck.pdf](#)

Amend item 22-0472. Order and pre-pay prior to May 1, 2022

Ohman moved, seconded by Vandehey, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 3 - Van Zeeland, Vandehey and Ohman

Excused: 1 - Doran

6. Information Items

[22-0473](#)

2022 Equipment Purchase Log.

Attachments: [2022 Equipment Purchase Log.pdf](#)[22-0474](#)

Proposed 2023 Equipment Replacements.

Attachments: [2023 Equipment Replacements.pdf](#)

7. Adjournment

Vandehey moved, seconded by Ohman, that the meeting be adjourned. Roll Call. Motion carried by the following vote:

Aye: 3 - Van Zeeland, Vandehey and Ohman

Excused: 1 - Doran



April 20, 2022

To: Human Resources Committee
City of Appleton Common Council

From: Ron McDonald, General Manager

Subject: Authorization to add a Safety and Compliance Specialist position to the Table of Organization

Valley Transit continues to struggle with driver recruitment efforts. Valley Transit has 9 of 36 full-time driver positions vacant. On February 7, 2022, the Federal Motor Carrier Safety Administration (FMCSA) enacted the Entry Level Driver Training Requirements (ELDT) for commercial driver license. The ELDT requirements are intended to create standardized training.

ELDT requirements require FMCSA approved curriculum with a significant amount of reporting. Without adequate staff to take on the additional training and reporting, Valley Transit intended to partner with Fox Valley Technical College. FVTC is now reserving training sessions 6-months out, in September. We have bus driver candidates that we intend to hire and a six-month waiting period for a bus driver recruit is unacceptable. As detailed in FMCSA Title 49 Part 380 Appendix A, the ELDT requirements detail 245 practices that need to be taught.

Additionally, in 2021 the Federal Transit Administration mandated each Transit agency develop and maintain a Public Transportation Agency Safety Plan (PTASP). This is a very labor intensive and extensive initiative. The goal is to have in place a safety plan so that the practices and processes are such that Valley Transit operates as safe as practically possible. There are four components to the required Safety Management System: Safety Management Policy-Leadership, Commitment & Accountability includes Employee Safety Reporting Program; Safety Risk Management-Identify, Assess & Mitigate; Safety Assurance-Measure, Monitor & Evaluate; and Safety Promotion-Communicate & Training.

Most recently, the new Bipartisan Infrastructure Law 49 U.S.C. § 5329 / IIJA § 30012 mandates Transit Agencies must spend 0.75 of their section 5307 funds related to safety initiatives.

With the mandates identified above in addition to other safety related initiatives, Valley Transit is requesting authorization to add a Safety and Compliance Specialist to its Table of Organization.

Cost Analysis:

For analysis purposes, a Grade L salary control point plus full fringe benefits is projected at \$106,700. This position can be funded with unspent salary dollars in 2022. In 2023 and beyond, this position will be budgeted with 60% paid for by combined WisDOT and FTA grants. The remaining 40% is paid for through multiple local funding sources. I anticipate the annual impact to the City of Appleton portion of Valley Transit's budget is \$7,200.

Recommendation:

Authorization to modify Valley Transit's Table of Organization by adding a Safety and Compliance Specialist position.

Respectfully submitted by,


Ron McDonald



"...meeting community needs...enhancing quality of life."

**PARKS, RECREATION & FACILITIES
MANAGEMENT**

Dean R. Gazza, Director

1819 East Witzke Boulevard
Appleton, Wisconsin 54911-8401
(920) 832-5572 FAX (920) 993-3103
Email - dean.gazza@appleton.org

TO: Finance Committee

FROM: Dean R. Gazza

DATE: April 25, 2022

RE: Action: Award the 2022 Ellen Kort Peace Park River Trail Project contract to Triple P Inc. dba Peters Concrete Company in the amount of \$464,131.41 with a 10% contingency of \$46,413 for a project not to exceed \$510,544.41.

The 2022 Capital Improvement Plan includes \$659,527.00 for the development of the Ellen Kort Peace Park River Trail. Construction is anticipated to be completed by August 31, 2022.

The bids were received as follows:

Triple P Inc. dba Peters Concrete Company	\$464,131.41
Vinton Construction Company	\$487,069.74
Highway Landscapes, Inc.	\$612,829.00
RJM Construction LLC	\$634,198.30

Our consulting engineer has written the City of Appleton a formal letter of recommendation to award the contract to Triple P Inc. dba Peters Concrete Company. Therefore, the Parks, Recreation, and Facilities Management Department recommends awarding the contract to Triple P Inc. dba Peters Concrete Company in the amount of \$464,131.41 with a 10% contingency of \$46,413 for a project not to exceed \$510,544.41.

Please contact me at 832-5572 or at dean.gazza@appleton.org with any questions.



2021 GTLC Annual Report

for Appleton's participation in the Sustainability Component of
the Green Tier Legacy Communities Charter

MISSION STATEMENT:

The City of Appleton is dedicated to meeting the needs of our community and enhancing the quality of life.

TRANSPORTATION

- Implemented eighth year of City's new Sidewalk Poetry Program, with 44 poems stamped in 130 locations throughout the city.
- Implemented eleventh year of adopted City-Wide Bike Lane Plan, for a total of 24.4 miles of bike lanes.
- Added 1.0 miles of new bike lanes (W. Glendale Avenue and West Frontage Road) as part of the City's On-Street Bike Lane Plan.
- Maintained designation of Silver Level for Bicycle Friendly Community by the League of American Bicyclists.
- Implemented 4th year of new Crosswalk Marking/Enhancement Policy for Uncontrolled Intersection Crossings, upgrading crossings at Meade/Grant and Wisconsin/Bennett intersections.
- Valley Transit is operating 23 Clean Diesel (low emission) buses, reducing emissions by >90%.
- Implemented a Mobility Manager position to assist with removing individual transportation barriers.
- Implemented a Travel Training position to train individuals how to use the Valley Transit bus system.
- Implemented a Partners in Travel Training (PITT Crew) program to proficiently train other Travel Trainers. There are currently >50 PITT Crew members.
- Worked extensively with World Relief for the provision of transportation training for refugees.
- Conducted a pilot dock less electronic scooter program with Bird. We will have a second pilot in 2022 building off successes of 2021 pilot program which included 25,627 e-scooter trips.
- Obtained an Outagamie County Greenway Implementation Grant of \$20,627 towards the CTH E Shoulder Widening Project to accommodate bicycles.
- Joint project with Village of Harrison to pave Coop Road with widened shoulder on east side of roadway to accommodate bikes and pedestrians.
- Installed two new bike Fix-It stations on trails
- Completed trail connection in Memorial Park from Universal Playground to Witzke Blvd.
- Reconstructed trail segments on the Highview trail and Memorial Park trail
- Wayfinding signage approved at Eagle Point Senior Living Complex and John Street
- Completed Facilities ADA Audit update

LAND USE

- Utilized mulch from damaged trees. Have used on playgrounds and various landscaping.
- Incorporated horticultural vinegar for weed control in park playgrounds.
- Utilize biosolids-compost to top-dress athletic fields reducing needs for fertilizers.
- Implemented eighth year of our Urban In-fill Tree Planting Program, for a total of 31,035 terrace trees.
- Received Tree City USA Award for 30th consecutive year.
- Remediated invasive plants in various locations. Also, in-house staff led an effort to eliminate buckthorn.
- Accessory dwelling units (ADUs) have become an important component of the housing stock in many communities – both large and small – in the United States. By providing housing on existing lots in developed neighborhoods, ADUs are a form of land use that makes good use of land and public infrastructure investment. ADUs provide a mix of housing that responds to changing family needs. The ADU ordinances were approved by Council on July 7th, 2021, and went into effect on July 13th, 2021.
- The C-1 Neighborhood Mixed Use District was updated to implement recommendations from the *Comprehensive Plan 2010-2030*. These changes created a zoning district to accommodate mixed-use infill and redevelopment that is pedestrian-oriented, including a 50% reduction in required parking spaces. The updated C-1 District was approved by Common Council.
- The R-3 Multi-Family District was updated to allow for increased residential density. The revised lot area requirement now allows for twice as many multi-family dwelling units on a parcel, leading to more efficient use of land. The updated R-3 District was approved by Common Council.
- Multiple sections of the Zoning Ordinance were amended to allow for zero lot line two-family dwellings, which provides an additional housing option for residents. This Zoning Ordinance amendment was approved by Common Council.
- Common Council approved a Zoning Ordinance amendment that allows for an administrative adjustment to reduce required parking spaces by up to 20%. In some cases, this will result in less impervious surface devoted to off-street parking.



ENERGY

- The Appleton Wastewater Treatment Plant has installed a high efficiency turbine that has ensured the annual reduction of 1,576,800 kWh at the facility. This installation is the second-high efficiency turbine installation at the facility.



- Performed a solar analysis for the roof top of the 7,740 sq. ft. Biosolids Solids Storage Addition at the wastewater plant that will be constructed in 2022 – 2023.
- 204 LED fixtures replaced existing fluorescent fixtures throughout City facilities (see table below for details).
- 179 LED fixtures installed throughout Parks and Trails. (see table below for details)
- Installed a 296-kw photovoltaic system consisting of 631 – 475-watt solar panels on the Municipal Services Building.

2021 City of Appleton Facility, Parks, and Trails - LED Fixture Installations	
Facility LED fixtures installed	Quantity
Water Treatment Plant Interior	129
Wastewater Treatment Plant F2-bldg	18
Wastewater Treatment Plant S-bldg. Interior	56
Fire Station #2 Exterior	1
Total	204
Park & Trail LED fixtures installed	Quantity
Appleton Memorial Park Jones Building Exterior	12
Appleton Memorial Park Parking Lots	20
Pierce Park Site (phase II)	10
Telulah Park Small Pavilion Exterior	6
Scheig Center Interior	131
Total	179



WATER

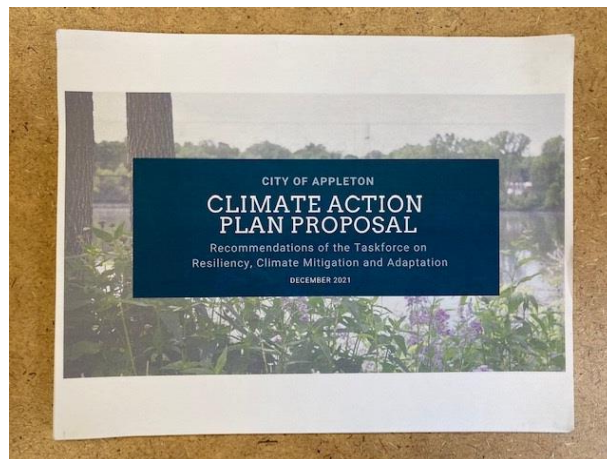
- Continued to maintain City's 56 wet ponds and 12 dry ponds to provide water quality and quantity benefits to the community.
- City mowers continue to be equipped with mulching decks. In addition, leaves are mulched in place on City properties.
- The Appleton Wastewater Treatment Plant removed 167,000 pounds of phosphorus and reduced phosphorus discharges to the Fox River by 96%.
- Relayed 3.2 miles of old leaking, undersized watermain.
- Utilized our new water correlator to proactively locate leaks to reduce overall water loss and damage to infrastructure.
- Continued our new private sanitary laterals replacement program from sewer main to the home on selected streets.
- Annual Fox Wolf Watershed Alliance clean-up was conducted.
- Developed a Lead Service Line Replacement Program and corresponding Ordinance.
- Council allocated \$1 million of ARPA funds towards the lead service line replacement program.

WASTE

- The City's wastewater treatment plant operates the only WPDES permitted biosolids composting operation in Wisconsin. Over 95,000 cubic yards of the City's leaves, brush, and digested biosolids from the wastewater plant have been composted and then offered up to residents and projects.
- Utilized chips from street tree removals as playground and landscape mulch.
- Performed recycling in all City parks.
- Gained Council approval of operational changes to bulky overflow collection services to promote re-use of household items and reduce tonnage to the landfill.

HEALTHY COMMUNITY PLANNING

- The Department of Public Works was a sponsor of the Fox River Cleanup Day on 5/1/2021.
- Continued to provide and expand recreational opportunities with a focus on health through the Parks and Recreation Department.
- Staff continued implementation of the recommendations within the City's *Comprehensive Plan 2010-2030*.
- Police Department encouraged and/or partnered with others, such as the Chamber of Commerce to advance workplace wellness programs.
- The City of Appleton is an active participant in the Legacy Community Alliance for Health.
- The City of Appleton created a Climate Change Task Force and completed an initial report "Climate Action Plan Proposal".



- The Appleton Fire Department upgraded its medical service level from Emergency Medical Responder (EMR) to Emergency Medical Technician (EMT) on January 1, 2021. This constituted over 100 hours of training for each employee that increased their certification level.
- The Appleton Fire Department is working toward upgrading its medical service from EMT to Paramedic. Paramedic is the highest level of pre-hospital care.
- Conducted a pilot on-street parklet with Appleton Downtown Inc. and now developing an On-Street Parklet Policy.
- The Library hosted a guided nature walk at Wild Ones to explore the benefits of native plants.
- The Library hosted a virtual Master Gardeners program series, highlighting topics such as growing vegetables organically, garden tours, invasive plants and controlling pests organically.
- The Library hosted a virtual Civic Conversation program on climate change, featuring Dr. Pablo Toral from Beloit College sharing ways to make state, national, and international impact, and Diane Perschbacher with the Sierra Club sharing tips for making an impact individually and locally.

- The Library hosted programs for all ages in city parks, including book clubs, an art workshop incorporating nature, a breathing session for improving physical and mental health, and a Kairos Alive dance and movement session.
- The Library held a community read featuring author Alex Gino’s book, *Melissa*, and companion programming related to transgender and other LGBTQ+ identities and experiences. The City of Appleton is involved in the “Imagine Fox Cities initiative” with multiple city staff serving on the leadership, engagement, and belonging committees. This is an ongoing regional community visioning project to increase well-being throughout the region.

LEGACY COMMUNITIES’ SUSTAINABLE STRATEGIES

A copy of the Legacy Communities Sustainable Strategy Spreadsheet (aka Appendix 3 of the Legacy Communities Charter) is included as an attachment to this report.